



# **Memorandum**

California Public Employees' Retirement System

Date: November 15, 2010

To: ALL CalPERS STAFF

From: SHERRY JOHNSTONE, Chief  
Office of Enterprise Compliance

Subject: **FORM 700 AND TRAVEL TRANSPARENCY POLICY CLARIFICATION**

The CalPERS Board of Administration (Board) adopted the CalPERS Form 700 and Travel Transparency Policy at the October 20, 2010 Board meeting. This policy states that CalPERS will post all Form 700s and certain travel information on CalPERS On-Line for CalPERS Board Members and key staff. Travel information that will be posted includes: name, title, date and location of travel, purpose of travel, and the cost of travel. The policy is effective January 1, 2011.

This policy establishes new standards for posting Form 700s and travel information that exceed the level of reporting legally required of CalPERS. This is another step CalPERS is taking to ensure that our business is conducted in an open, transparent and impartial way. Adherence to this policy will promote integrity and accountability, and help restore confidence in CalPERS.

The policy only applies to the following people in our organization:

- CalPERS Board Members
- CalPERS Executive Staff; and
- Employees who are Government Code 87200 filers, specifically including individuals in the following positions from the Investment Office:
  - Chief Investment Officer
  - Chief Operating Investment Officer
  - Senior Investment Officer (all classes)
  - Senior Portfolio Manager (all classes)
  - Portfolio Manager (all classes)

If you have any questions about this new policy, please contact me at [sherry\\_johnstone@calpers.ca.gov](mailto:sherry_johnstone@calpers.ca.gov) or (916) 795-9769.